



ADMINISTRATIVE COUNCIL
DES PLAINES VALLEY REGION (DVR)
APRIL 7, 2011

MINUTES

Dr. Anne Cothran called the meeting of the Des Plaines Valley Region Administrative Council to order at 8:03 a.m. on Thursday, April 7, 2011 in the Principal's Conference Room at Elmwood Park High School. In attendance: Dr. Anne Cothran (DVR), Dr. Fran Brady (Leyden District 212), Ms. Toni Wurch (Elmwood Park District 401), Ms. Amy Hill (Oak Park & River Forest District 200), Sarah Roodhouse (Oak Park & River Forest District 200), Mr. Ed Moyer (Proviso District 209), Mr. Steve Silca (Ridgewood District 234), Ms. Patty Sarkady (Riverside-Brookfield District 208), Dr. Sue Collins (Triton College), Ms. Denise Yaneck (DVR).

APPROVAL OF MINUTES

Dr. Brady moved, Mr. Moyer seconded the motion to approve minutes of the February 24, 2011 meeting. All ayes; motion carried.

FY12 REGIONAL ACTIVITIES

Council members verbally indicated desire and support to continue with the following regional activities: Teacher Work Experience, Regional STEM Partnership, Regional Professional Development, Career Camps, October Partnership Workshop, Regional Web Site & Regional Videos. All Council members present indicated they were in favor of continuing these regional activities.

SCHOOL/COLLEGE PARTNERSHIP WORKSHOP: ADMINISTRATORS' ACTIVITIES DURING BREAKOUT SESSIONS

The morning session of the workshop will be discipline/curricular specific groupings as opposed to groupings by districts. Ideas and suggestions included the following.

Use principals as moderators.

Superintendents should be included in discussion.

Superintendents could rotate among tables to hear the discussions, or they could choose a particular curricular area.

Identify the curricular areas first, then decide where to assign superintendents.

Suggested curricular recommended included math, science, technology (Business/FCS/IT), English, social studies, foreign language, communications.

There will be more curricular areas than superintendents, so assign them a couple areas to rotate among.

Group counselors together.

PARTNERSHIP AWARD NOMINATIONS

All districts are encouraged to submit nominations. Dr. Cothran stated nominated projects may be used in her report on best practices.

FY11 ACTIVITIES REPORTS and FY12 STRATEGIES AND ACTIVITIES

Dr. Cothran inputs all of the information, therefore districts are to send her their report information in Word or Excel. Dr. Cothran needs activities for FY12 as reflected in the budgets for FY12, plus the FY11 final report information. She provided information on the requirements of the report. For Perkins, the State used a best estimate to anticipate the FY12 allocations and also anticipated a cut in funding. Dr. Cothran informed the Board of Control that Council members will work with estimated figures, but at some point we will receive the final, actual allocations to work with.

Council members are to submit the following for both CTEI and Perkins:

FY11 progress report (i.e. summary of activities' outcomes.

FY12 summary of projected activities and projected outcomes.

NON-TRADITIONAL ACTIVITIES

This year the Women in Non-traditional Careers conference was reassigned to DVR. Triton has decided to reallocate funds formerly spent on this activity. Only 124 students participated this year. Dr. Cothran stated that WINC will not be conducted again, however we still must do non-traditional activities. The Board suggested that schools incorporate non-traditional activities into the other activities they conduct. Dr. Brady shared information regarding Leyden's Ask the Expert Day in which non-traditional speakers participated, a Career Safari event in which students role play as professionals, and having an esthetician speak to students in Woods classes. Ms. Wurch stated that she can share information from her district's Parent Night. Districts are asked to provide any other non-traditional activities their districts are doing.

Dr. Cothran reported that the Student Services Committee will not utilize the funds set aside for them. These regional funds will be reallocated, and in FY12 funds will not be allocated to the Student Services Committee. Council members may need to consider this in planning their budgets.

EXPENDITURE CLAIMS

Purchase orders are to be generated only after amendments are approved. Dr. Cothran noted that sometimes approval of amendments can be delayed based on our ISBE representative's schedule. When submitting Request for Reimbursement forms, they must be the most current updated copy which is based on the most currently approved budget in IWAS. For final amendments in FY11, districts must submit early enough in May (i.e. mid-May at the latest) in order to have approval by May 30th. Dr. Cothran will be reallocating regional funds and will obtain approval from the Board of Control at their meeting on April 27th; this may affect district amendments.

FY12 MEETING CALENDAR

The Council agreed to the following dates and locations for FY12 meetings:

September 8 – DVR, November 3 – Elmwood Park, December 1 – Leyden, February 2 – Oak Park & River Forest, March 1 – Riverside-Brookfield, April 12 – Ridgewood, May 10 – Proviso.

FY12 PROGRAM COMMITTEE PRIORITIES

The Council suggested that the committees focus on programs of study development. We must clearly define their task and provide clear, specific direction. Also focus on how students are assessed. Dr. Cothran provided an update on programs of study and that the 32-page self-assessment document has been replaced with an easier to use 12-page checklist document. This tool will be required to be submitted in the future if we continue to receive PCCS funds. It was discussed that all of a committee's meetings for one year could focus on the one program of study they are to develop. One consideration is that this would require the same people to be released from school for all four of the yearly meetings. Student Services needs to know how to talk to students about programs of study, to get students and their parents engaged; the committee would not be charged with developing a program of study but rather how to understand it. The Student Services Committee could collaborate with another one of the program committees in development of a program of study. The Council agreed that Student Services is to work on career components that apply to programs of study. Mr. Silca's Industrial Technology Committee will develop one program of study, and he indicated it would probably be an area that best applies to engineering. Chairpersons for the Business Education Committee and the Family & Consumer Science Committee will determine the program of study they will develop.

There was some discussion on how dual credit is reflected on high school transcripts and how it has been affected by the change in dual credit requirements.

FY12 ADMINISTRATIVE COUNCIL PRIORITIES

The October conference focuses on transition (which ties in with Common Core) and builds on last year's workshop on assessments. We could focus on assessing students' success in different programs of study. The "Pathways to Results" mechanism could be used as the evaluation tool (Dr. Cothran will bring this to the next meeting). Under the new Common Core, there will be new assessments to be used for every course statewide.